

**City of Bridgeport**  
**REQUEST FOR PROPOSALS**  
**LEASE OF REAL ESTATE**  
**BRIDGEPORT POLICE DEPARTMENT**

The City of Bridgeport is seeking sites to house a division of the Bridgeport Police Department operations that is in need of a minimum of 1,200 square feet, of which is office space. The City will accept proposals from the owners of real estate within the City of Bridgeport that meets and/or approximates the specified needs of this division of the Police Department. The City anticipates a long-term lease arrangement however, the terms of the lease are negotiable and the City will retain the right to terminate the lease within sixty (60) days notice after one (1) year.

The ideal site shall contain a minimum of 1,200 sq. feet with the following items which must be met:

- Be pre-wired throughout for phone, fax, and computer lines.
- Have secure utility service for electricity, phones, water, and sewage as well as dependable HVAC service with the appropriate climate controls.
- Have a reception area fully wired for phone, fax and computer lines.
- One (1) private office with phone and computer connections.
- One (1) restrooms (i.e. toilet and sink)
- Secure exterior parking for approx. 3 vehicles.
- The building should have a minimum of windows openings and access points and all windows and doors that shall remain be bared, alarmed, and visually obscured. All gated access points shall be connected to a doorbell, remote access buzzer, and intercom system. All entrances and ground floor windows should be secured by roll down gates.

Proposals that do not meet the City's requirements as described above; but have the required square footage and the capability of being renovated to meet or exceed the city's requirement may be considered under the following conditions:

1. Owner agrees to perform all tenant fit-up work in advance of the City formally occupying the space;
2. Owner agrees to work with the Bridgeport Police Dept. on the design and construction of the proposed facility; and
3. Owners will allow the Bridgeport Police Dept. to approve any and all contractors, sub contractors, tradesmen, and suppliers involved with the work. The Bridgeport Police Dept. shall not unduly withhold its approval or cause a delay with the work by its review of these entities.

Interested bidders should submit their letter of interest; a narrative of their proposal on site's ability to meet or exceed the specified requirements described above; a site plan of the proposed property and existing and/or proposed floor plans of the structure being offered; property ownership information; and the proposed terms for the lease of the property bid. All information received will be reviewed by the City and augmented with a follow-up discussion and site tours with the property owner and/or his agent. Potential bidders with existing debt to the City of Bridgeport will not be considered.

Questions regarding this RFP should be directed to:

Max Perez, Senior Economic Development Associate  
Office of Planning & Economic Development  
999 Broad Street – 2<sup>nd</sup> Floor  
Bridgeport, Ct 06604  
Phone: 203.576.3976 Cell: 203.727.2707  
E-mail: [max.perez@bridgeportct.gov](mailto:max.perez@bridgeportct.gov)

Respondents are to submit six (6) copies of sealed proposals in response to this solicitation will be received by the Office of Planning and Economic Development, Executive Office, 2<sup>nd</sup> Floor, City Hall Annex, 999 Broad Street, Bridgeport, CT. 06604 until **2:00 p.m. on Wednesday, December 29, 2010** at which time they will be publicly opened.

Proposal packages should be clearly labeled: **“Police Department Lease Site”** and be in the possession of the city at the deadline time and place described above. No faxed or electronic copies will be considered and it is the responsibility of the proposing entity to insure that their proposal is delivered as required. The submission of a proposal shall not bind the City, nor does it constitute a competitive bid. The City reserves the right to reject any or all proposals deemed not in the best interest of the City.

**LEGAL NOTICE**  
**City of Bridgeport**  
**REQUEST FOR PROPOSALS (RFP)**  
**LEASE OF REAL ESTATE**  
**BRIDGEPORT POLICE DEPARTMENT**

The City of Bridgeport seeks to lease approximately 1,200 square feet of commercially zoned property for administrative space on the East side of Bridgeport, south of Boston Avenue and north of Stratford Avenue. The RFP may be obtained electronically via a e-mail request to [Max.Perez@bridgeportct.gov](mailto:Max.Perez@bridgeportct.gov) or in person at the Office of Planning and Economic Development, Executive Office, 2<sup>nd</sup> Floor, City Hall Annex, 999 Broad Street, Bridgeport, CT 06604. The office phone number is (203) 576-7221. The return date for proposals is Wednesday, December 29, 2010 at 2 P.M. Submissions may be delivered in (6) six hard copies to the Office of Planning and Economic Development.